King, Valerie A.

From: Sanders, Edward
Sent: Thursday, October 12, 2000 11:47 AM
To: King, Valerie A.
Cc: McAlpin, Loreen; Solana, Rick P.; Schorp, Matthias

Valerie,

I have a situation that I want to make certain is fully understood before I swing into action. Several years ago the CORESTA ETS sub-group undertook a multi-center study to examine ETS levels in restaurants. Several companies were involved leading to data collected in Switzerland, the US, Korea, France, and the UK. The work was complete over one year ago, and each group summarized their results in a form that was to be used in a publication. Hoy Bohannon of RJR was given the responsibility of collecting all the summarized results, putting them together, and analyzing the results from the standpoint of a professional HVAC engineer. He is the only member of the group with the background and training to do so. Hoy has now informed us that, despite the fact that he is already behind schedule, he will not be able to even meet the revised schedule. After some discussion it was decided that we should not wait for Hoy to decide that he has the time to get around finishing the manuscript, but that Matthias Schorp and Jean-Jacques Piadé should take on the task of finishing the manuscript. Matthias and Jean-Jacques feel that they need some help from someone with far more knowledge of statistical analysis than they have, and they think that Don Leyden would be able to help enormously. Don has looked over the task, and he feels quite qualified to do what is necessary. He estimates that four to five days of time would be necessary.

Now we can get to the bottom line. First of all, although this was a project, the project has been completed, and it was completed some time ago. The only thing remaining is to write the publication. There was never a project sheet submitted, because the project was completed before we had our first planning meeting back in Dec., 1999. Since it has already been decided that writing a publication is not a project, I see no need to submit a project sheet for this. Secondly, I would like to engage Don's services directly rather than go through Richmond. I have already checked with Loreen on this who sees no problem with it. There are a number of reasons why this makes sense.

Given the above, I plan to proceed with contacting Don and giving him the go-ahead. He, in turn, will work with Matthias. I don't think that publication of this data is a do-or-die issue for the company; however, it would be a shame to have done all the work that was involved and leave it someone's drawer.

Thanks for your attention.

Ted

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